

WILSON SENIOR ADVISORY ASSOCIATION
MONTHLY MEETING MARCH 10, 2021
TIME 10:00 A.M.
VIA ZOOM

Quorum (needed 7)

MEMBERS PRESENT

Royce Shook, Gwendoline Turpin, Karen Madill, George Lukach, Pat Dales, Ruth Wilson, Karen Dobson, Juanita Franco, Linda Lou Bartlett, Joan Mullen.

STAFF PRESENT

Chris Eastman, Yvonne Comfort

CALL TO ORDER

Meeting called to order at 10:03 a.m.

APPROVAL OF AGENDA

Motion to adopt proposed agenda by Juanita Franco, Seconded Karen Dobson. Carried.

APPROVAL OF PRIOR MINUTES

Motion to approve prior minutes.

ACTION ITEMS

- Secretary Position. Wendy Rachwalski has agreed to become Secretary for the Board. Royce Shook put her name forward to start May 1, 2021 with her term to run until the October AGM.
- Grant updates
- Wills and Estate Planning
- Changing the definition of senior from 50 to 60 in the By-Laws.
- Farmers' Market Coupon Program
- Seniors' Week
- In person meetings

REPORTS

STAFF REPORT

Chris Eastman presented the Staff Report (attached). Yvonne Comfort added that all are working on the recovery plans and they are seeing some return to normality. Staff is studying how other groups run their walking programs. Vaccine sites are not formalized, and Port Coquitlam may yet get a site.

Motion to accept staff report by Joan Mullen, seconded by Karen Dobson. Carried.

PRESIDENT

Full report attached.

VICE PRESIDENT

Gwendoline Turpin asked that Board members log into the Website and apply for full access so we can determine if this process is working. Also, if there are problems to let her know so she can get them fixed and report to the April Board Meeting.

Reports such as Grant Applications and responses should be forwarded to Gwendoline for preparation to be posted to the Website.

TREASURER

Karen Madill presented the Treasurer's Report (attached).

Responses the items raised in the report:

- Funds received for Crafts are to be recorded in the Display Case account.
- Question about the invoice for memberships. The invoice covered the memberships that were given away last year at the Farmers' Market as prizes to promote Wilson Seniors. There were 20 in total.
- Discussion on using the left over Save-On certificates as prizes at socials once we are able to have them again.
- Chris Eastman answered the question about the cost of the stamps for the mail sent out at Christmas. The city has paid for the stamps so we will not be receiving an invoice. The Board Members all expressed their appreciation for this.

Motion to accept Treasurer's Report by Pat Dales, Seconded by George Lukach. Carried.

COMMITTEE

George Lukach is moving ahead with the collection of pictures and has others helping him and will start writing some of the sections where he was involved. It is slow progress because of the Covid restrictions around in-person meetings.

NEW BUSINESS

New Business and Action Items to be discussed at the Board's April 2021 meeting.

- Wills and Estate Planning
- Changing the definition of senior from 50 – 60 in the Bylaws
- Farmers' Market Program
- Seniors' Week
- In-Person meetings

AROUND THE TABLE

Discussion about the safety of gathering once members have been vaccinated.

ADJOURNMENT:

Meeting adjourned at 11:27 a.m.

NEXT MEETING:

April 14, 2021 @10:00 a.m. via ZOOM

ATTACHMENTS

Staff Report
President's Report
Treasurer's Report

Christmas Cards for Seniors Homes: A community member named Tanya Robichaud is interested in completing Christmas cards and birthday cards for seniors in care homes in the city of Port Coquitlam. In 2020 she took this on as a project and is currently looking for opportunities to either partner or volunteer. As the board had taken this on in 2020, I wanted to see if Kenya is someone you would like to connect with to make plans for the 2021 winter season? Tanya Robichaud
bcoperationcheer@gmail.com

Spring and Summer fitness and Aquatic programs: As we navigate towards herd immunity, we will be looking to provide some social opportunities to align with the planned activity programs. This includes fitness and aquatic activities. With a focus on engagement and social connection we are looking at opportunities to provide post-fitness and swimming options such as croquet, bocce, and, once the PHO's change, we can also look for options for people to bring their own food and drink for social time. Any additional activities or ideas are welcome, and if any of the board members would like to volunteer to assist in developing, promoting or leading these programs, please let me know.

Phone Buddies Program: The Phone Buddies program currently has 12 volunteers with one awaiting intake and orientation. At this time all call logs that have been turned in are reporting that they really appreciate the call regardless of whether or not they want a weekly call. There have been two additions to weekly calls since the start, and volunteers have phoned everyone in their 80s and up. There has been a hiccup with the call log fillable form which Rob has adjusted so it should now be working. In the event that it is still not up and running we suggest saving the forms individually and sending them as one batch if possible.

Tax Program: The tax program is in high demand and I'm working hard to keep up with the calls and requests for information and support. The lack of computer access is proving a real problem for a majority of the seniors calling in and I am regularly being requested to go to people's homes in order to support them with this. Unfortunately, this is not something I can do. I will be reaching out to Ken Kuhn to see if there are any volunteers who are able to assist seniors who have limited mobility and no access to a computer for the submission/delivery of documents.

Leisure Buddy idea for seniors out trips: I have spoken with our access and inclusion area, and though at this time we are not able to provide leisure Buddy options for seniors on any of our future out trips, it is something that they are excited to try once we have the resources and ability to congregate again. This will assist seniors who previously may have had to forgo out trips due to lack of support and will hopefully open their world to new opportunities.

Gift card return: Some gift cards were returned from the Helping Hands program held in December 2020. These gift cards for Save-On Foods, valued at \$50 each were returned to Karen Madill last week to allow the Board to decide how they would like to use these gift cards.

Birthday call outs: I am continuing to call out to seniors on their birthday, or related birthdays as the case may be. Feedback has been positive, and the calls have allowed me to provide information on city programs, the Wilson Advisory Board, fitness and activity options for seniors, vaccinations and Fraser Health, and other resources they may need. Calls range from one minute to 20 minutes.

Walking Club: Royce and I completed an MEC grant to support the option of a walking club. This grant requested 20 collapsible walking poles, three first-aid kits, and a portable AED to provide the safety and security for participants. This walking club could also have, Burke Mountain naturalists and Poco heritage on select days to provide information on flora, fauna and history of the area. We are looking at this walking club to be recreation leader lead, and volunteer supported, so if there are any members of the board interested in assisting in developing the walking club, please connect with me directly.

Funding Update

- Completed the grant from the TELUS Friendly Future Foundation for the Farmers Market Coupon program. Thanks to Chris Eastman for his input. We will know in three months if we are accepted.
- Have not heard from New Horizons but have heard that they have awarded a grant for the Tri-cities to another seniors group, so I suspected we will not receive funding or if we do it may be limited.
- Completed and submitted a grant for building a walking program to Mountain Equipment Coop.
- Talked to Wendy Rachwalski of Mayfair Terrace and they will be asking their residents to help us raise funds for the “Helping Hands program” at Christmas. We also talked about the Farmers Market Coupon Program and they are considering how they can help with it.

Phone Buddies Program

The Phone Buddies’ program is up and running as Chris mentioned in his report. I contacted the people on my list. One of the people had just lost a son and a spouse and is still very upset and does not want to talk very much, so I listened. This is a very powerful program and I encourage all of you to join up.

- 1) Funds dispersed to the City of Port Coquitlam were for memberships to our association that had been outstanding since 2019, specifically:
6 of these transactions occurred between September-October 2019 and Cara-Lee Kelly's transaction was in January 2020.

Linda Zdebiak
Dayl McCullough
Marion Lalonde
Marion Mellor
Judy Folkestad
Betty Buttar
Gail Matsuba
Cara-Lee Kelly

*** Were these a donation in support of members? For allocating expense in the financials.

- 2) Picked up mail from Chis last week.
 - a) Received T5 statement for interest earned. As my organizing the files is a work in progress, I will search for our records on this and see if we follow our fiscal year or whether a filing needs to be made prior.
 - b) We have three (3) Save on gift cards returned as the recipients were no longer at the known address. Question as to what the association wished to do with these?
- 3) Funds deposited for Crafts sold, question as to whether this is considered Display case sales for allocating income in financials as there is no allocated "Craft Income".
- 4) In November of 2020 minutes, a motion was made to pay for the postage of a Christmas greeting. Question, are we going to receive this invoice from the City of Port Coquitlam?
- 5) It is close to the time of year to set budgets for our next fiscal year to be presented to the executive for approval prior to the year end. Note that this was not done last year due to a known potential lack of activity due to the pandemic. Discussion as to whether we feel we should take that same course for the upcoming fiscal year. In this discussion, we should consider not only the unknown process to reopen restrictions from the pandemic but also the PCCC progress and timeline to reenter to open functions of the association.
- 6) Consideration of the funds of the cheque account to transfer some funds to the savings account. Discussion?

Respectfully submitted,
Karen Madill, Treasurer
